

STATINTL

NAME

OFFICE : PSG/AID/OPB/COS

ADMINISTRATION DIRECTORATE REVIEW: TRENDS AND HIGHLIGHTS

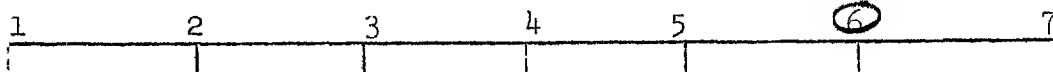
Evaluation

In order to enhance the usefulness of the Trends and Highlights Course to you and future participants, a continuing process of evaluation is necessary. We ask your cooperation in assisting us in keeping the course responsive to the needs of the participants.

COURSE OBJECTIVE

The objective of the course is to update Deputy Director for Administration careerists' knowledge and understanding of current activities, problems and trends in the Directorate and its various offices.

- A. Please indicate on this numerical scale how well in your estimation, the course has met its objective. (Number 1 is the lowest, number 7 is the highest.)



- B. What was the most useful segment of the program to you in your present assignment? The least useful? Please describe how you see the program benefiting you.

Office of training found many course
are available for employees outside of their
own job - would like to see more senior
management course offered outside of BASIC
least - Records presentation - maybe only because
(See Reverse Side)
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ADMINISTRATIVE - INTERNAL USE ONLY
for us.

- C. Did you feel the session on the Administration Directorate/
Management & Advisory Group (AD/MAG) was beneficial? Why?

Yes - sometimes people in CIA
live in their own world only because they
were told to do so - "Need To Know Basic"

- D. Other Comments:

I don't think a person can do his work
at best - if he doesn't know what's going
on around him - Give him the "Big
picture book" - help him to understand how
his (input) helps the overall final
product. Also - I believe its important to
keep people updated to Agency changes &
Trends - One way might be a trends & highlight
course for each employee every 2 years or
even every year. I enjoyed the
course - & will recommend it for each of my people.

Needs = Some kind of music in club. 00